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EXTRAORDINARY

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DEPARTMENT OF GOVERNANCE REFORMS
(GOVERNANCE REFORMS-2 BRANCH)

NOTIFICATION

The 10th April, 2017

No.1/13/2012-1GR2/953151/1.-The Governor of Punjab is pleased to appoint Sh. K.R. Lakhanpal, IAS (Retd) as Chairman of Punjab Governance Reforms and Ethics Commission. The terms and Conditions of the Chairman shall be issued in due course.

No.1/13/2012-1GR2/953153/1.-

1. Preamble

The Governor of Punjab is hereby pleased to abolish the Punjab Governance Reforms Commission and further to constitute the Punjab Governance Reforms and Ethics Commission (PGREC) to recommend various measures for Governance and accountability in the State. And in particular, the Commission shall aim :

- (i) To promote proactive, responsive, accountable and efficient governance at all levels of the Government;
- (ii) To accelerate social development and economic growth of the State;
- (iii) To focus on citizen centric governance and promote ease of doing business in the State;
- (iv) To promote ethics in the Governance.

2. Constitution

The Commission shall have a Chairman, up to six other members and a member secretary.

3. Tenure

The tenure of the Commission shall be for 5 years from the date of this notification.

4. Qualifications and Terms and Conditions of appointment of Chairman and Members

- 4.1 The Chairman shall be a retired or serving officer in the rank of Chief Secretary to the State of Punjab or in the rank of Secretary to the Government of India.

4.2 From amongst six other Members;

- (i) Three members shall be from amongst the experts in the field of Public Administration, having an experience of at least twenty years.
- (ii) One member shall be from amongst the experts in public finance or banking.
- (iii) One member shall be from amongst the experts in field of infrastructure or engineering having an experience of planning and executing large infrastructure projects and who has an experience of working in the rank of Chief Engineer or above.
- (iv) One member shall be from amongst the experts in law and shall be a designated senior Advocate of High Court or Supreme Court of India.

4.3 The Chairman shall be paid Rs. 1.5 lacs per month as honorarium while the members shall be paid Rs. 1 lac per month as honorarium.

4.4 The Chairman and members shall be paid TA/DA as applicable to Chief Secretary to the Government of Punjab and Principal Secretary to the Government of Punjab respectively.

4.5 The other terms and conditions of appointment of Chairman and Members of the Commission may be notified separately by the Government.

5. Member Secretary of the Commission

The Member Secretary of the Commission shall be an IAS Officer not below the rank of Secretary to Government of Punjab to be appointed by the State Government.

6. Terms of Reference of the Commission

The Commission shall submit its report and recommendations on all aspects of Governance and accountability, and in particular submit the report on noted below :

6.1 Report on Expenditure and Revenue Reforms covering the following aspects in particular:

- (i) Review the functions, activities and major policies of the Departments particularly with a view to eliminate the overlapping and redundant functions, promote convergence and align with the needs of the State.
- (ii) Review the organizational structure and human resources of the Departments and suggest measures for (a) for restructuring the organization and rationalizing the staff (b) to redeploy the staff to meet the requirements of new areas of Government activities and suggest of new regular staff.
- (iii) Review the expenditure being incurred by the Departments and its nature and suggest measures to reduce the non-developmental expenditure.
- (iv) Review the resource mobilization strategies of the Departments. To also review the framework for determination of user charges of Departmental and commercial entities and suggest an effective strategy for cost recovery through user charges;
- (v) Review and suggest reforms in the working of PSUs including disinvestment
- (vi) Review the current status of Debt and suggest reforms in the Debt Management Strategy of the State.
- (vii) Recommend measures for prudent fiscal policy and fiscal management.

6.2 Report on Ease of Regulatory Compliance covering the following areas in particular:

- (i) Setting up an enterprise.

- (ii) Obtaining construction permits.
- (iii) Complying with the environment regulations.
- (iv) Complying with the labour and safety regulations.
- (v) Obtaining utilities and services.
- (vi) Registering and complying with tax procedures.
- (vii) Obtaining fiscal incentives.

6.3 Report on Citizen Centric Governance covering the following areas in particular:

- (i) Review of various citizen services related processes and policies and to suggest reengineered processes to eliminate redundant, duplicate and sub-optimal processes.
- (ii) Review of Grievance Redressal Mechanism and to suggest measure to make it more responsive and accountable.

6.4 Report on Ethics and Accountability covering the following areas in particular:

- (i) To review and recommend mechanism to streamline public procurement of goods, services and works to achieve full transparency, accountability and competition. Also to recommend measures to improve the project management post procurement/ allotment of work to eliminate the malpractices.
- (ii) To review and identify the processes and factors which lead to corruption and suggest measures to change them.
- (iii) To review and recommend strengthening of proactive vigilance to eliminate corruption.
- (iv) To review and suggest measures to avoid conflict of interest in the Governance.

6.5 Any other measures which help in improving the quality of Governance in the State.

6.6 The Commission may submit an interim report and a final report on each of these areas.

7 Conduct of Business of the Commission

7.1 The Commission may devise its own procedure for conduct of its business.

7.2 The Commission may call Administrative Secretary and other functionaries of the Departments and seek their support. The Departments will extend full support and cooperation to the Commission.

7.3 The Commission may constitute committees, task forces on specific subjects and engage the services of various subject matter experts, management and technical consultants and such other special invitees with the prior approval of the Government of Punjab.

7.4 The Commission may collaborate, engage and partner with Institutions of national and international repute for study of specific sectors and programs with the prior approval of Government of Punjab.

8. Implementation of the Recommendations of the Commission

8.1 The Government will separately constitute a Steering Committee under Chief Secretary to review the implementation of the recommendations of the Commission.

8.2 The Commission will submit its recommendations along with an implementation plan to the Department of Governance Reforms, which will forward the same to the concerned Administrative Departments for necessary action.

8.3 In case the recommendations of the Commission are accepted by the Administrative Department, the same would be implemented by the Administrative Department as per the Implementation Plan. The progress of implementation will be reviewed by the Steering Committee.

9. In case the Administrative Department does not concur with the recommendations of the Commission, the Administrative Department would send its observations to the Department of Governance Reforms. The Department may refer their observations to the commission for reconsideration.

10. Secretariat and Budgetary Support

The Department of Governance Reforms will provide the necessary secretariat, budgetary and other support to the Commission.

11. Suppression of previous notifications & instructions

This notification supersedes all previous notifications, instructions and orders relating to Punjab Governance Reforms Commission.

Chandigarh

The 10th April, 2017

Karan A. Singh, IAS

Chief Secretary to Govt. of Punjab